

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

April 21, 2021



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Wednesday, April 21, 2021, in the Boardroom, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:30 a.m. by President Travis Huey. The following directors constituted a quorum: President Travis Huey, Vice President Linda O'Brien, Treasurer Bill Herman, and Director Memo Guzman. Secretary Robert Mumme was able to attend through Zoom. Also present was Executive Officer/General Manager, Alan Peterson and Executive Secretary, Julie Moreno.

APPROVAL OF MINUTES from Regular Board Meeting on March 17, 2021. **Motion to Approve Minutes by Treasurer Bill Herman; 2nd Vice President Linda O'Brien. Motion Approved Unanimously.**

Due to technical difficulties of the sound from the video, these Minutes from April 21, 2021 were transcribed through notes and handwritten reports only.

SECRETARY'S REPORT: Secretary Robert Mumme read two notes from Lucinda Mancha and Madeline Keeling who participated in the Kinney County Junior 4-H group. The notes thanked the Fort for the donation to help them participate.

TREASURER'S REPORT: Treasurer Bill Herman reported the Motel Revenue for March 2021 - \$20,153.00. Total motel guests were 287. Member Services Board Report includes Transfer Fees of \$1,350.00 and ReSale Certificate Fees of \$50.00 for a total of \$1,400.00 for the month of March 2021. Collections Report for March 2021 is a total of \$14,229.00. Breakdown of Restricted Fund for March 2021 - Restricted Fund Balance \$374,355.62, Letter of Credit Guarantee \$152,000.00, Amount Owed to Preservation Fund \$10,468.31, available to Fort Clark Springs Association \$211,887.31. Fort Clark Springs Net Income Before Estimated Bad Debts and Depreciation for March 2021 - Net Income Loss -\$39,272.63, Depreciation \$11,876.12, Bad Debt Expense \$22,632.00, Net Income Before Estimated Bad Debts & Depreciation -\$4,764.51. The March 2021 Profit & Loss for Fort Clark Springs - Gross Profit \$168,561.01, Expenses \$207,833.64, Net Income Loss -\$39,272.63. The October 2020 through March 2021 Profit & Loss for Fort Clark Springs - Gross Profit \$1,188,439.72, Expenses \$1,309,161.26, Net Income/Loss -\$120,721.54. The March 2021 Profit & Loss for Las Moras Corporation - Gross Profit \$1,872.61, Expenses \$972.04, Net Income \$900.57. The October 2020 through March 2021 Profit & Loss for Las Moras Corporation - Gross Profit \$6,733.75, Expenses \$6,530.45, Net Income \$203.30. Fort Clark Springs Restricted Fund Profit & Loss for March 2021 - Gross Profit \$7,360.00, Expenses \$0.00, Total Net Income \$7,360.00. Fort Clark Springs Restricted Fund Profit & Loss for October, 2020 through March 2021 - Gross Profit \$31,068.80, Expenses \$11,737.09, Net Income \$19,331.71. Bank balances for Texas Community Bank for 4/20/2021 - Checking \$50,996.45, Credit Card \$128,731.28, and Money Market \$9,194.18. Bank balances for Bank & Trust for 4/20/2021 - Las Moras \$886.73, Restricted \$377,402.48, General \$247,292.55, and Historical \$474.90. Director Comments. **Motion to Approve Treasurer's Report - Treasurer Bill Herman; 2nd Vice President Linda O'Brien. Motion Approved Unanimously.**

EMERGENCY EXECUTIVE SESSION: President Travis Huey reported that the HOA Attorneys received a letter from a Member stating that there were questions regarding the Board of Directors' election and the ballot. The Auditor received 90 ballots that were invalid mostly because of no signatures and members had returned the ballots in the wrong envelope.

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EXECUTIVE OFFICER/GENERAL MANAGER REPORT: EO/GM Alan Peterson reported revenue is down because of the freeze, COVID-19 and low tourism. We've recently seen a huge influx of reservations for the summer for all our venues. Things are looking good as we go forward. Our books say we lost \$38,000.00, that is \$40,000.00 better than last year. We have basically cut our loss in half and it looks really good in the future. We've started doing the work with ADP upgrades, Quickbooks Online and Logistical Systems, which will be our property management system for the front desk and the motel. New golf carts are in and new rates will be implemented. The new greens mower has been ordered and we will get it in 3 to 5 weeks. We have started hiring for our Pool Staff and getting ready for the Duck Inn to open. The Pool Staff and Security will be CPR Certified. First Aid training and equipment is ordered. One area Travis Huey, President, has approached is the foreclosure proceedings on our delinquent accounts. The first property will go up next month for foreclosure. We are working on foreclosure procedures and documenting it and making sure we are doing all the proper things. We've had a lot of success as far as tracking down things and following up on. There is a collection policy in place, making some positive improvements there.

COMMITTEE REPORTS:

Airport Committee: The Airport Committee provided guidance on issues regarding the sale of a property abutting the airport, specifically for the potential buyer's ability to operate a personal aircraft from the property. The Committee will be working with the General Manager to update airport procedures to mitigate issues like this from arising again, generate revenue for the Fort and promote airport growth as well as pilot recruitment. The airfield was mowed and perimeter fencing was tightened up from deer wear and tear. In an effort to gauge how to continue hosting events safely without putting members or guests at unnecessary risks, a private fly-in was hosted, without an open house. Ten airplanes from various parts of Texas flew in. Fly-in guests stayed at the Fort Motel, toured the Fort and visited the Museum. One guest has historic ties to the Fort, which proved to be beneficial to the Historical Society. Items are being coordinated to be curated at the Museum from the grandchildren of the artist who erected the Horse Statue at the front of the Fort. It was an overall safe event that highlighted the Fort in a positive manner as intended. We look forward to exploring options for additional events in the fall.

Architectural Committee - by Lisa Vale: We received more permits in March. Members are doing a good job providing more detailed information with the permit requests. We've had a lot of requesters attending meetings. Reminder - any changes to the footprint of structures on the lots requires a permit prior to construction. If you are unsure of the setbacks or any other CC&R requirements, restrictions, etc., please reference the CC&Rs link located in the Documents link under the Fort tab on the website.

Golf Committee – Secretary Robert Mumme for the Golf Committee: There was a regular meeting of the Golf Committee held on April 7, 2021. Present were Committee Members David Mann, Lou Green, Trent Brown and Jessie Tarrazas. Also present were visitors Deborah Isaacs, Katie Brown and Cash Letsinger. New Business: 1. A recap was given for the Las Moras Tournament; there were 108 golfers (54 teams) for the three day weekend. Following Saturday play, the Committee provided a meal to the golfers and their guests of brisket, rice, beans with desserts provided by the ladies of the Kinney County Church Alliance. 2. The Committee set the calendar for 2021 tournaments. 3. Discussed were projects for the golf course including working on the sand traps to get them back in use for the course; plugging and sanding the greens; working on the tee boxes and ground surrounding some of the holes on the course. 4. The Golf Committee voted on and will be purchasing the same for both the greens and the tee boxes. 5. The Golf Committee voted and passed a motion to provide two (2) \$1,000.00 scholarships for eligible BISD seniors. Old Business: The Golf Committee purchased the material to build new distance signs on the 18 tee boxes

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and also the material to set the posts for a total of \$1,432.17 in the month of March. For the year of 2020, the Golf Committee spent a total of \$10,860.25 on miscellaneous items for the golf course.

Preservation Committee - by Sharon Gregorc: New Officers were chosen - President Phil Coburn and Vice President Eva Huey, Committee Liaison BOD Vice President Linda O'Brien. Two projects we are working on are the doors to Dickman Hall and the Seminole Hall wall.

Recycle Committee - Helena McBride: Recycling will accept plastics #1 and #2.

Las Moras Restoration Project - Helena McBride for Chris Hale: The Las Moras Historical Marker has been repaired and the new location is approved.

By-Laws Committee - Travis Huey: By-Laws Committee is looking for new members.

COMMUNITY COUNCIL REPORT: Kathi Warm reported that Community Council has \$475.02 and has done no fundraising. May 8th will be a movie at the Post Theater - Doolittle, Memorial weekend will show two movies - Saturday will be Arrowhead. Sunday is to be announced. The Community Council is needing volunteers for the projector and concession. We've also been volunteering in the clean-up at the tennis/pickleball court. Next meeting is May 8th, 2021 at 10:00 a.m.

OLD/UNFINISHED BUSINESS: None

EMAIL VOTES:

- 1. Greens Mower for Golf Course** - 4 Votes Approved. This will take 3 to 5 weeks for delivery. The old mower is over 35 years old.
- 2. HOA Software** - 4 Votes Approved/1 Abstained. Current cost of all software we are using is \$32,053.98. New cost of software will be \$20,500.11. A total of \$12,000.00 savings.
- 3. Property Management System** - 4 Votes Approved/1 Abstained.

NEW BUSINESS/ACTION ITEMS:

Action Item 1: Pool Prices of Summer 2021. The proposed rates are: Member Guest/Kinney County Residents/RV Park Guests/Tent Camping/Motel - \$5.00 (13 & Up), \$3.00 (12 & Under); Member Grandkids - \$2.00; Non-Residents - \$7.00 (13 & Up), \$5.00 (12 & Under). These prices will start on Memorial Weekend. Director Comments. Member Comments. **Motion was made to table this item until the Board has a chance to review by Vice President Linda O'Brien and 2nd Treasurer Bill Herman. Motion passed unanimously.**

Action Item 2: Repair to Seminole Hall Wall. A bid for labor was sent in from Jose Guevara for \$3,500.00. Preservation will provide the funds to purchase materials estimated at \$1,300.00, not to exceed \$1,800.00. Total for the job is \$4,800.00, not to exceed \$5,200.00. **Motion was made to Approve the Bid by Treasurer Bill Herman; 2nd Director Memo Guzman. Motion passed unanimously.**

Action Item 3: 2 New Ice Machines for Motel and Dickman Hall/Duck Inn. One ice machine is needed for Dickman Hall/Duck Inn. The other ice machine will be needed later for the Motel. The machine will be a Scotsman 525 lb. for \$3,625.00 from Webstaurant. **Motion was made to Approve one ice machine for**

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Dickman Hall/Duck Inn by Secretary Robert Mumme; 2nd Vice President Linda O'Brien. Motion passed unanimously.

BREAK: 10.58 a.m.

RECONVENE: 11:13 a.m.

Action Item 4: New Lease for Wastewater Treatment Area (Randy Castilla MUD). This item moved up on the Agenda due to Randy Castilla having another meeting. The purpose of this new lease is to combine the Warranty Deeds of the Wastewater Treatment Plant and the Expansion Project. This needs to be done so the discharge permit can be approved. Director Comments. Member Comments. **Motion was made to table this until further review by Treasurer Bill Herman; 2nd Director Memo Guzman. 4 Voted to Table / 1 Abstained.**

Action Item 5: Plans for Motel Remodeling. We currently have 16 rooms that have been remodeled to some extent. None of the rooms are completed with all furnishings and amenities. The 16 rooms that have not been remodeled will begin the week of April 26 and go through August 27. This will include purchase of new dressers to replace the armoires, additional TV's, coffee makers, window treatments and refrigerator / microwaves. This will also entail replacing of the carpet or vinyl flooring and refinishing the original wood floors as well as reflooring the bathroom areas. Room 19 will be remodeled to provide a vending area / ice machine and coin operated washer and dryer. The proposed cost of the remodeling over the next four months will be \$62,333.00. Director Comments. Member Comments. **Motion was made to Approve the Hotel Remodeling by Treasurer Bill Herman; 2nd Director Memo Guzman. Motion passed unanimously.**

Action Item 6: Rules & Regulations Change - Dirt Bikes and Barking Dogs. The proposed change for the Rules and Regulations - Dirt Bikes is adding ATV/UTV, Dirt Bikes or any other type of off-terrain/off-roading motorized vehicles. The speed limit on all unpaved areas, roads and/or trails is 15 mph. Motor Vehicles such as cars and pickup trucks are prohibited from all walking paths and golf cart trails with the exception of in cases of emergency or FCSA Employee related circumstances. Director Comments. Member Comments. **This part of the Action Item was approved with a motion from Treasurer Bill Herman; 2nd by Vice President Linda O'Brien. 4 Voted to Approve / 1 Opposed.** The Rules & Regulations Change regarding the Barking Dogs is to add Nuisances. The animal control owner commits a violation if he / she permits or by insufficient control or negligently allows any of the following to occur:

1. An animal is at large (running loose);
2. An animal damages or destroys public or private property or litters, overturns or spills trash from a garbage container;
3. An animal defecates on property not belonging to or under the control of its owner;
4. An animal barks, whines, howls or makes any noise excessively and for more than ten consecutive minutes to the discomfort of the people and quiet of the neighborhood, or which makes any unreasonably loud, disturbing and unnecessary noise which is offensive to the ordinary sensibilities of the inhabitants of the city and which noise renders the enjoyment of life or property uncomfortable or interferes with public peace and comfort;
5. An animal is unconfined when in heat;
6. Allows the accumulation of animal waste on any premises in a quantity sufficient to create an odor offensive to a person of normal sensibilities standing on an adjacent property now owned by the subject animal's owner, or which creates a condition conducive to the breeding of flies and other pests;
7. Molests or chases pedestrians, passersby or passing vehicles including bicycles;
8. Makes unprovoked attacks on other animals of any kind;
9. An animal owner or keeper shall not walk an animal without a leash restraint, and shall not guide or take animals into yards or driveways of property not owned, leased or occupied by the animal owner for the purpose of allowing the animal to defecate, but shall keep the animal in the public right-of-way, and shall carry a container with implement for the sanitary removal of the animal's fecal matter

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from the public sidewalk and public right-of-way adjacent to any property with a structure or other improvements thereon; 10. Whenever Security receives a complaint that a violation or nuisance animal is causing material distress or discomfort to persons of ordinary sensibilities in the neighborhood, Security and/or management shall notify the owner of the dog that a complaint has been received, and that the owner should take whatever action is necessary to quell the barking, howling, or other nuisance behavior. If the warning to the owner prescribed in this section is ineffective, then upon the subsequent filing of a verified complaint by the complainant, executive management and/or the Board of Directors may take action against the pet owner and/or member in order to gain compliance. **Motion to Table to Review Section XVIII, Paragraph D on Animal Control by Director, Memo Guzman; 2nd Treasurer Bill Herman. Motion passed unanimously.**

Action Item 7: Day Change for the Board Meeting. The proposed day change is from the 3rd Wednesday of each month to the 3rd Saturday of each month. This would start May 15th, 2021. Director Comments. **Motion to Approve the Day Change by Director Memo Guzman; 2nd Vice President Linda O'Brien. Motion passed unanimously.**

Action Item 8: Town Hall Meetings. The Board of Directors would like to begin to have open discussions and open lines of communications to the Members. These Town Hall Meetings would begin 30 minutes after the Regular Board Meeting each month. Member Comments. **Motion to Approve the Town Hall Meetings 30 Minutes After the Regular Board Meeting by Director Memo Guzman; 2nd Vice President Linda O'Brien. Motion passed unanimously.**

ANNOUNCEMENTS: Vice President Linda O'Brien announced that volunteers can meet at the Tennis/Pickle Ball Court at the Golf Course on Saturday at 9:00 a.m. We will be cleaning and power washing the courts to get them ready for resurfacing. Director Memo Guzman gave a thank you. President Travis Huey mentioned the cause for the ballot dismissal which was not counted was due to missing signatures.

ADJOURN to Executive Session: General Discussion 12:02 PM

RECONVENE REGULAR OPEN SESSION: 1:30 PM

NEXT REGULAR BOARD MEETING: Saturday, May 15, 2021, Fort Clark Boardroom, 9:30 AM. Seating will remain the same unless notified that there are changes with the COVID-19.

ADJOURNMENT: Meeting was adjourned at 1:32 PM.

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